



**BIG RAPIDS, MICHIGAN**

**AUDITED FINANCIAL STATEMENTS**

**FOR THE YEAR ENDED JUNE 30, 2008**



**REHMANN ROBSON**

*Certified Public Accountants*

# BIG RAPIDS PUBLIC SCHOOLS

## TABLE OF CONTENTS

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	<b><u>PAGE</u></b>
<b>Administrative Personnel</b>	
 <b>Financial Section</b>	
Independent Auditors' Report	1-2
Management's Discussion and Analysis	3-9
Basic Financial Statements	
Government-wide Financial Statements:	
Statement of Net Assets	10
Statement of Activities	11
Fund Financial Statements:	
Balance Sheet – Governmental Funds	12
Reconciliation of Fund Balances on the Balance Sheet for Governmental Funds to Net Assets of Governmental Activities on the Statement of Net Assets	13
Statement of Revenue, Expenditures and Changes in Fund Balances – Governmental Funds	14
Reconciliation of the Statement of Revenue, Expenditures and Changes in Fund Balances of Governmental Funds to the Statement of Activities	15
Statement of Revenue, Expenditures and Changes in Fund Balance – Budget and Actual – General Fund	16
Statement of Fiduciary Assets and Liabilities	17
Notes to the Financial Statements	18-30
 <b>Combining and Individual Fund Financial Statements and Schedules</b>	
Detailed Schedule of Revenue, Expenditures and Changes in Fund Balance – Budget and Actual – General Fund	31-32
Combining Balance Sheet – Nonmajor Governmental Funds	33
Combining Statement of Revenue, Expenditures and Changes in Fund Balances – Nonmajor Governmental Funds	34
Schedule of Revenue, Expenditures and Changes in Fund Balance – Budget and Actual:	
Athletics Fund	35
Food Service Fund	36
Combining Statement of Assets and Liabilities – Agency Funds	37

**BIG RAPIDS PUBLIC SCHOOLS  
ADMINISTRATIVE PERSONNEL  
YEAR ENDED JUNE 30, 2008**

**SCHOOL BOARD MEMBERS**

Suzanne Hosking	President
Kathy Bouwman	Vice President
Michael Wyman	Treasurer
Suzette Compton	Secretary
Peter Peterson	Trustee
Michael Mekaru	Trustee
John Thomas	Trustee

**SUPERINTENDENT**

Dr. Thomas Langdon

**ASSISTANT SUPERINTENDENT**

Mark Klumpp

**PRINCIPALS**

Tim Haist	High School
Russ Greenleaf	Middle School
Renee Kent	Elementary School
Tim Buckingham	Elementary School/ Early Childhood Center



**REHMANN ROBSON**

*Certified Public Accountants*

A member of **THE REHMANN GROUP**

## INDEPENDENT AUDITORS' REPORT

November 10, 2008

Board of Education  
Big Rapids Public Schools  
Big Rapids, Michigan

We have audited the accompanying financial statements of the governmental activities, each major fund and the aggregate remaining fund information of **Big Rapids Public Schools**, as of and for the year ended June 30, 2008, which collectively comprise the District's basic financial statements as listed in the table of contents. These financial statements are the responsibility of Big Rapids Public Schools' management. Our responsibility is to express opinions on these financial statements based on our audit.

We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall financial statement presentation. We believe that our audit provides a reasonable basis for our opinions.

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities, each major fund and the aggregate remaining fund information of Big Rapids Public Schools as of June 30, 2008, and the respective changes in financial position, where applicable, thereof and the budgetary comparisons of the general fund and food service special revenue fund for the year then ended in conformity with accounting principles generally accepted in the United States of America.

In accordance with Government Auditing Standards, we have also separately issued our report dated November 10, 2008 on our consideration of the Big Rapids Public Schools' internal control over financial reporting and our tests of its compliance with certain provisions of laws, regulations, contracts and grant agreements and other matters. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on the internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with Government Auditing Standards and should be considered in assessing the results of our audit.

The Management's Discussion and Analysis on pages 3-9 is not a required part of the basic financial statements but is supplementary information required by the Governmental Accounting Standards Board. We have applied certain limited procedures, which consisted principally of inquiries of management regarding the methods of measurement and presentation of the required supplementary information. However, we did not audit the information and express no opinion on it.

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the Big Rapids Public Schools' basic financial statements. The combining and individual nonmajor fund financial statements and schedules, are presented for purposes of additional analysis and are not a required part of the Big Rapids Public Schools' basic financial statements. Such information has been subjected to the auditing procedures applied in the audit of the basic financial statements and, in our opinion, is fairly presented, in all material respects, in relation to the basic financial statements taken as a whole.

A handwritten signature in black ink, reading "Lehmann Johnson". The signature is written in a cursive, flowing style with a large initial 'L'.

## **MANAGEMENT'S DISCUSSION AND ANALYSIS**

## Management's Discussion and Analysis

As management of Big Rapids Public Schools (the "District"), we offer readers of the District's financial statements this narrative overview and analysis of the financial activities of the District for the fiscal year ended June 30, 2008.

### Financial Highlights

- The assets of the District exceeded its liabilities at the close of the most recent fiscal year by \$3,297,301 (*net assets*). This is net of a deficit of \$386,587 in *unrestricted net assets*, which represents the amount that may be used to meet the District's ongoing obligations for general district programs.
- The District's total net assets increased by \$839,198.
- As of the close of the current fiscal year, the District's governmental funds reported combined ending fund balances of \$699,333, a decrease of \$474,956 in comparison with the prior year.
- At the end of the current fiscal year, unreserved fund balance for the general fund was \$66,508, or 0.4 percent of total general fund expenditures and transfers out.

### Overview of the Financial Statements

This discussion and analysis are intended to serve as an introduction to the District's basic financial statements. The District's basic financial statements comprise three components: 1) government-wide financial statements, 2) fund financial statements, and 3) notes to the financial statements. This report also contains other supplementary information in addition to the basic financial statements themselves.

**Government-wide financial statements.** The *government-wide financial statements* are designed to provide readers with a broad overview of the District's finances, in a manner similar to a private-sector business.

The *statement of net assets* presents information on all of the District's assets and liabilities, with the difference between the two reported as *net assets*. Over time, increases or decreases in net assets may serve as a useful indicator of whether the financial position of the District is improving or deteriorating.

The *statement of activities* presents information showing how the District's net assets changed during the most recent fiscal year. All changes in net assets are reported as soon as the underlying event giving rise to the change occurs, *regardless of the timing of related cash flows*. Thus, revenues and expenses are reported in this statement for some items that will only result in cash flows in future fiscal periods (e.g., earned but unused vacation leave).

Both of the government-wide financial statements display functions of the District that are principally supported by taxes and intergovernmental revenues (*governmental activities*). The activities of the District include instruction, supporting services, community services, food services, and athletics.

The government-wide financial statements can be found on pages 10-11 of this report.

**Fund financial statements.** A *fund* is a grouping of related accounts that is used to maintain control over resources that have been segregated for specific activities or objectives. The District, like other state and local governments, uses fund accounting to ensure and demonstrate compliance with finance-related legal requirements. All of the funds of the District fall within the governmental and fiduciary fund type categories.

**Governmental funds.** *Governmental funds* are used to account for essentially the same functions reported as *governmental activities* in the government-wide financial statements. However, unlike the government-wide financial statements, governmental fund financial statements focus on *near-term inflows and outflows of spendable resources*, as well as on *balances of spendable resources* available at the end of the fiscal year. Such information may be useful in evaluating the District's near-term financing requirements.

Because the focus of governmental funds is narrower than that of the government-wide financial statements, it is useful to compare the information presented for *governmental funds* with similar information presented for *government activities* in the government-wide financial statements. By doing so, readers may better understand the long-term impact of the District's near-term financing decisions. Both the governmental fund balance sheet and the governmental fund statement of revenues, expenditures, and changes in fund balances provide a reconciliation to facilitate this comparison between *governmental funds* and *governmental activities*.

The District maintains six individual governmental funds. Information is presented separately in the governmental fund balance sheet and in the governmental fund statement of revenues, expenditures, and changes in fund balances for the general fund and 1999 debt service fund which are considered to be major funds. Data from the other four governmental funds are combined into a single, aggregated presentation. Individual fund data for each of these nonmajor governmental funds is provided in the form of *combining statements* elsewhere in this report.

The District adopts an annual appropriated budget for its general and special revenue funds. Budgetary comparison statements or schedules have been provided herein to demonstrate compliance with those budgets.

The basic governmental fund financial statements can be found on pages 12-16 of this report.

**Fiduciary funds.** Fiduciary funds are used to account for resources held for the benefit of parties outside the government. Fiduciary funds are not reflected in the government-wide financial statement because the resources of those funds are not available to support the District's own programs. The accounting used for fiduciary funds is much like that used for the government wide financial statements. The fiduciary funds statement of fiduciary assets and liabilities can be found on page 17 of this report.

**Notes to the financial statements.** The notes provide additional information that is essential to a full understanding of the data provided in the government-wide and fund financial statements. The notes to the financial statements can be found on pages 18-30 of this report.

**Other information.** The combining and individual fund financial statements and schedules referred to earlier in connection with nonmajor governmental funds are presented immediately following the notes to the financial statements. They can be found on pages 31-37 of this report.

## **Government-wide Financial Analysis**

As noted earlier, net assets may serve over time as a useful indicator of the District's financial position. In the case of the District, assets exceeded liabilities by \$3,297,301 at the close of the most recent fiscal year.

## Big Rapids Public Schools' Net Assets

	<u>2008</u>	<u>2007</u>
<b>Assets</b>		
Current and other assets	\$ 6,281,661	\$ 6,760,452
Capital assets, net	<u>25,528,094</u>	<u>26,127,632</u>
Total assets	<u>31,809,755</u>	<u>32,888,084</u>
<b>Liabilities</b>		
Long-term liabilities	22,932,852	24,824,333
Other liabilities	<u>5,579,602</u>	<u>5,605,648</u>
Total liabilities	<u>28,512,454</u>	<u>30,429,981</u>
<b>Net assets</b>		
Invested in capital assets, net of related debt	3,233,453	1,941,094
Restricted	450,435	521,765
Unrestricted (deficit)	<u>(386,587)</u>	<u>(4,756)</u>
Total net assets	<u><u>\$ 3,297,301</u></u>	<u><u>\$ 2,458,103</u></u>

At the end of the current fiscal year, the District was able to report a positive balance in net assets for the District as a whole.

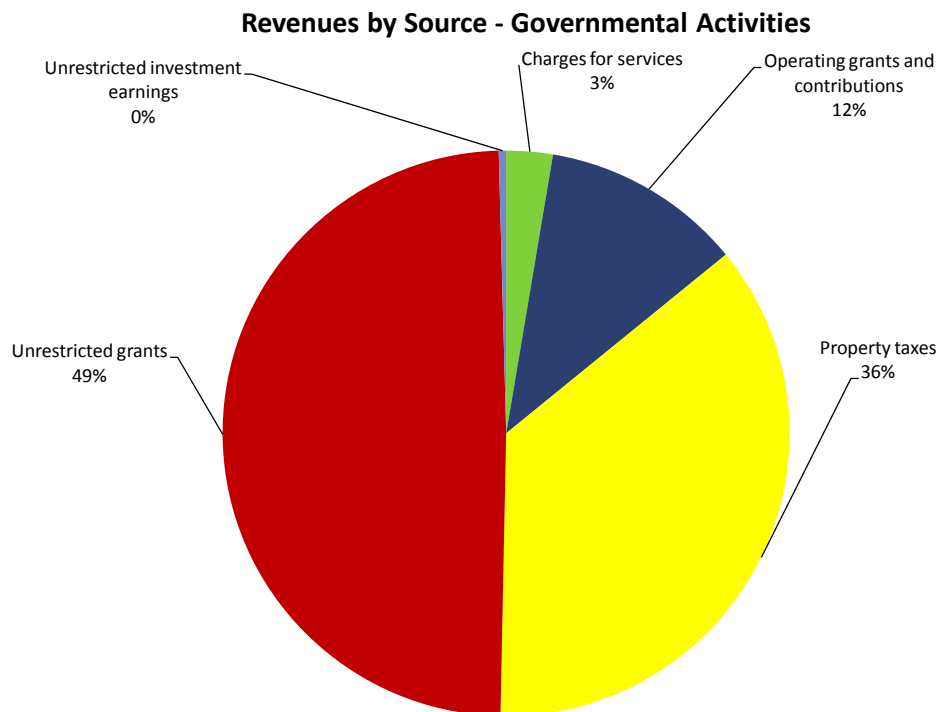
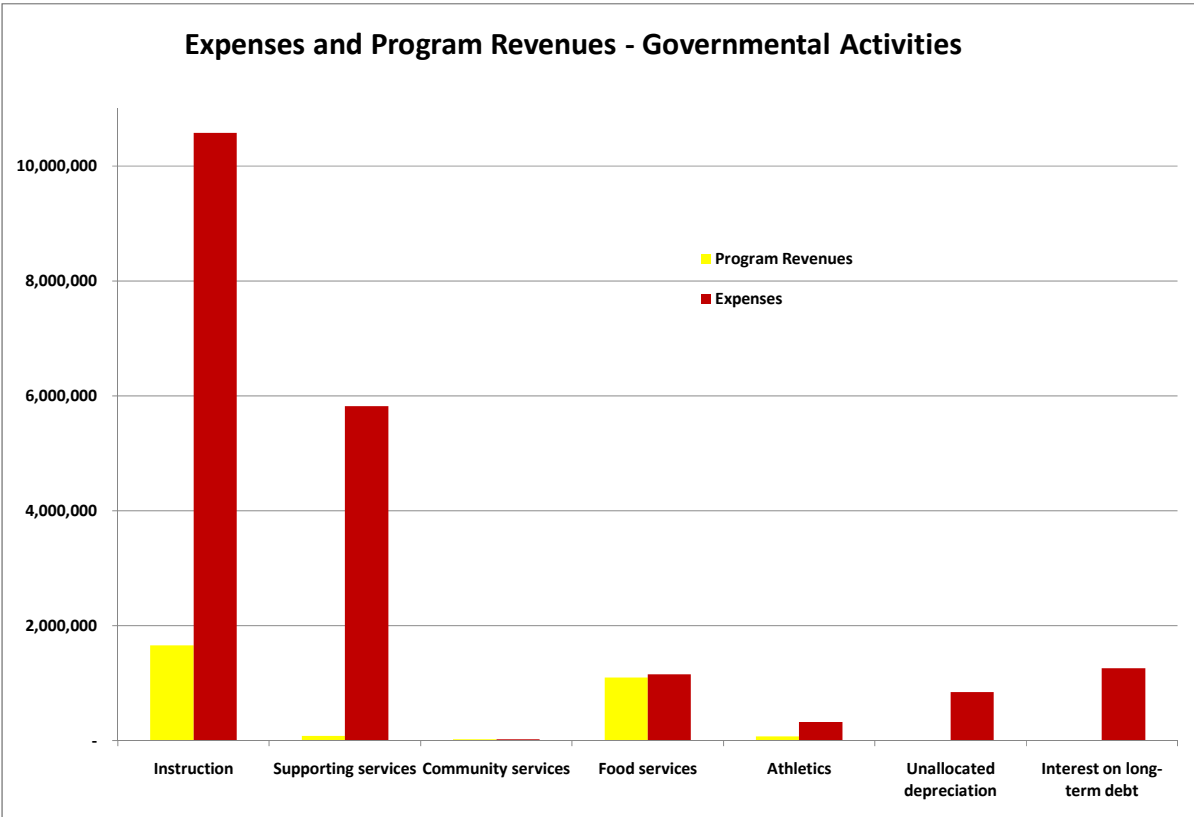
The District's net assets were \$3,297,301 at June 30, 2008. Capital assets, net of related debt totaling \$3,233,453, compares the original cost, less depreciation of the District's capital assets, to long-term debt used to finance the acquisition of these assets. Most of the debt will be repaid from voter-approved property taxes collected as the debt service comes due. Restricted net assets are reported separately to show legal constraints from debt covenants and enabling legislation that limit the District's ability to use those net assets for day-to-day operations. The remaining amount of net assets was an unrestricted deficit of \$386,587.

The \$386,587 deficit in unrestricted net assets of governmental activities represents the accumulated results of all past years' operations. The operating results of the General Fund will have a significant impact on the change in unrestricted net assets from year to year.

## Big Rapids Public Schools' Changes in Net Assets

	<u>2008</u>	<u>2007</u>
<b>Revenues</b>		
Program revenues:		
Charges for services	\$ 552,224	\$ 586,419
Operating grants and contributions	2,389,197	2,764,742
General revenues:		
Property taxes	7,550,982	6,555,228
Grants and contributions not restricted to specific programs	10,271,040	10,409,001
Unrestricted investment earnings	86,867	194,009
Total revenues	<u>20,850,310</u>	<u>20,509,399</u>
<b>Expenses</b>		
Instruction	10,579,543	10,295,882
Supporting services	5,819,905	5,952,718
Community services	27,988	3,166
Food services	1,152,312	1,121,978
Athletics	326,236	333,072
Depreciation - unallocated	848,579	799,476
Interest on long-term debt	1,256,549	1,291,906
Total expenses	<u>20,011,112</u>	<u>19,798,198</u>
 Change in net assets	 839,198	 711,201
 Net assets, beginning of year	 <u>2,458,103</u>	 <u>1,746,902</u>
 <b>Net assets, end of year</b>	 <u><u>\$ 3,297,301</u></u>	 <u><u>\$ 2,458,103</u></u>

The increase in net assets of governmental activities is primarily due to principal payments and capital outlay being recorded as expenditures in the fund statements, but as a reduction in liabilities and long-term assets, respectively, in the government-wide statement of net assets.



## Financial Analysis of the Government's Funds

As noted earlier, the District uses fund accounting to ensure and demonstrate compliance with finance-related legal requirements.

*Governmental funds.* The focus of the District's *governmental funds* is to provide information on near-term inflows, outflows, and balances of *spendable* resources. Such information is useful in assessing the District's financing requirements. In particular, *unreserved fund balance* may serve as a useful measure of a District's net resources available for spending at the end of the fiscal year.

The general fund is the chief operating fund of the District. At the end of the current fiscal year, unreserved fund balance was \$66,508 and total fund balance of the general fund was \$84,008. As a measure of the general fund's liquidity, it may be useful to compare both unreserved fund balance and total fund balance to total fund expenditures. Unreserved fund balance and total fund balance represent approximately 0.4 percent and 0.5 percent of total general fund expenditures and transfers out, respectively.

The fund balance of the District's general fund decreased by \$228,194 during the current fiscal year. This was mainly due to lower revenues than expected. The largest revenue source in this fund is state revenue which includes primarily state aid. Expenditures consist primarily of costs associated with supporting the District's instructional and supporting services operations.

### General Fund Budgetary Highlights

Differences between the original and final amended budgets were caused by:

- Larger decline in interest, Medicaid and grant revenue than originally expected.
- Dual enrollment increases.
- Higher utility, fuel and substitute costs than originally expected.

### Capital Asset and Debt Administration

**Capital assets.** The District's investment in capital assets for its governmental activities as of June 30, 2008 amounted to \$25,528,094 (net of accumulated depreciation). This investment in capital assets includes land, buildings, vehicles and equipment.

Major capital asset additions during the year included several new computers, a school bus, and significant energy conservation building improvements.

#### Big Rapids Public Schools Capital Assets (net of depreciation)

	2008	2007
Land	\$ 570,602	\$ 570,602
Construction in progress	-	1,528,649
Buildings and improvements	24,550,692	23,557,862
Furniture and equipment	188,024	234,423
Buses and vehicles	218,776	191,196
<b>Total</b>	<b>\$ 25,528,094</b>	<b>\$ 26,082,732</b>

Additional information on the District's capital assets can be found in Note 6 on pages 25-26 of this report.

**Long-term debt.** At the end of the current fiscal year, the District had long-term debt outstanding of \$22,932,852. This includes bonds, notes and capital leases as well as early retirement incentives and compensated absences.

The District's total debt decreased by \$1,891,481 during the current fiscal year.

Additional information on the District's long-term debt can be found in Note 8 on pages 27-28 of this report.

### **Factors Bearing on the District's Future**

The following factors were considered in preparing the District's budget for the 2008-09 fiscal year:

- Revenue based on foundation allowance increase of \$85 per pupil.
- Decline in enrollment of 50 FTE's.
- Union wages were projected to increase according to negotiated contracts.
- MPSERS rate of 16.60%.
- Decline in interest expense for cash flow borrowing due to Summer tax collection.

### **Requests for Information**

This financial report is designed to provide a general overview of the District's finances for all those with an interest in the District's finances. Questions concerning any of the information provided in this report or requests for additional financial information should be addressed to the Assistant Superintendent, 21034 15 Mile Road, Big Rapids, Michigan, 49307.

## **BASIC FINANCIAL STATEMENTS**

**BIG RAPIDS PUBLIC SCHOOLS****Statement of Net Assets****June 30, 2008**

	<b>Governmental Activities</b>
<b>Assets</b>	
Current assets:	
Cash and cash equivalents	\$ 3,834,325
Investments	12,247
Accounts receivable	94,119
Due from other governments	2,268,802
Inventory	11,324
Prepaid items	18,750
Total current assets	<u>6,239,567</u>
Noncurrent assets:	
Capital assets not being depreciated	570,602
Capital assets being depreciated, net	24,957,492
Deferred bond charges, net	42,094
Total noncurrent assets	<u>25,570,188</u>
<b>Total assets</b>	<u>31,809,755</u>
<b>Liabilities</b>	
Current liabilities:	
Accounts payable	19,917
Accrued expenses	1,747,115
Unearned revenue	12,570
State aid anticipation notes payable	3,800,000
Current portion of compensated absences/early retirement incentive	170,899
Current portion of long-term debt	1,085,217
Total current liabilities	<u>6,835,718</u>
Noncurrent liabilities:	
Long-term portion of compensated absences/early retirement incentive	336,288
Non-current portion of long-term debt	21,340,448
Total noncurrent liabilities	<u>21,676,736</u>
<b>Total liabilities</b>	<u>28,512,454</u>
<b>Net assets</b>	
Invested in capital assets, net of related debt	3,233,453
Restricted for:	
Athletics	22,041
Food service	47,017
Debt service	381,377
Unrestricted (deficit)	<u>(386,587)</u>
<b>Total net assets</b>	<u><u>\$ 3,297,301</u></u>

The accompanying notes are an integral part of these financial statements.

# BIG RAPIDS PUBLIC SCHOOLS

## Statement of Activities For the Year Ended June 30, 2008

<u>Functions / Programs</u>	<u>Program Revenues</u>			<u>Net (Expense) Revenue</u>
	<u>Expenses</u>	<u>Charges for Services</u>	<u>Operating Grants and Contributions</u>	
Governmental activities:				
Instruction	\$ 10,579,543	\$ 2,080	\$ 1,658,478	\$ (8,918,985)
Supporting services	5,819,905	22,604	60,751	(5,736,550)
Community services	27,988	25,315	-	(2,673)
Food services	1,152,312	426,981	669,968	(55,363)
Athletics	326,236	75,244	-	(250,992)
Depreciation - unallocated	848,579	-	-	(848,579)
Interest on long-term debt	1,256,549	-	-	(1,256,549)
Total governmental activities	<u>\$ 20,011,112</u>	<u>\$ 552,224</u>	<u>\$ 2,389,197</u>	<u>(17,069,691)</u>
General revenues:				
Property taxes - operations				4,516,087
Property taxes - debt service				3,034,895
Grants and contributions not restricted to specific programs				10,271,040
Unrestricted investment earnings				<u>86,867</u>
Total general revenues				<u>17,908,889</u>
Change in net assets				839,198
Net assets, beginning of year				<u>2,458,103</u>
Net assets, end of year				<u><u>\$ 3,297,301</u></u>

The accompanying notes are an integral part of these financial statements.

# BIG RAPIDS PUBLIC SCHOOLS

## Balance Sheet Governmental Funds June 30, 2008

	<u>General</u>	<u>1999 Debt</u>	<u>Nonmajor Governmental Funds</u>	<u>Total</u>
<b>Assets</b>				
Cash and cash equivalents	\$ 3,188,972	\$ 536,175	\$ 109,178	\$ 3,834,325
Investments	12,247	-	-	12,247
Accounts receivable	73,308	10,092	10,719	94,119
Due from other governments	2,173,142	-	95,660	2,268,802
Due from other funds	58,520	-	-	58,520
Inventory	-	-	11,324	11,324
Prepays	17,500	-	1,250	18,750
	<u>\$ 5,523,689</u>	<u>\$ 546,267</u>	<u>\$ 228,131</u>	<u>\$ 6,298,087</u>
<b>Liabilities and fund balances</b>				
<b>Liabilities</b>				
Accounts payable	\$ 18,237	\$ -	\$ 1,680	\$ 19,917
Accrued expenditures	1,576,787	-	5,438	1,582,225
Due to other funds	-	-	58,520	58,520
Deferred revenue	44,657	-	93,435	138,092
State aid anticipation notes payable	3,800,000	-	-	3,800,000
	<u>5,439,681</u>	<u>-</u>	<u>159,073</u>	<u>5,598,754</u>
<b>Fund balances</b>				
Reserved for:				
Inventory	-	-	11,324	11,324
Prepays	17,500	-	1,250	18,750
Unreserved:				
Undesignated, reported in nonmajor special revenue funds	-	-	56,484	56,484
Undesignated	66,508	546,267	-	612,775
	<u>84,008</u>	<u>546,267</u>	<u>69,058</u>	<u>699,333</u>
<b>Total liabilities and fund balances</b>	<u>\$ 5,523,689</u>	<u>\$ 546,267</u>	<u>\$ 228,131</u>	<u>\$ 6,298,087</u>

The accompanying notes are an integral part of these financial statements.

**BIG RAPIDS PUBLIC SCHOOLS**  
**Reconciliation of Fund Balances on the Balance Sheet**  
**for Governmental Funds to Net Assets of**  
**Governmental Activities on the Statement of Net Assets**  
**June 30, 2008**

Fund balances - governmental funds	\$ 699,333
Amounts reported for governmental activities in the statement of net assets are different because:	
Capital assets used in governmental activities are not financial resources and therefore are not reported in the funds.	
Add - capital assets not being depreciated	570,602
Add - capital assets being depreciated, net	24,957,492
Long-term receivables are reported as an asset and revenue when earned on the statement of net assets while the governmental funds report these balances as an asset and deferred revenue until the availability criterion for revenue recognition is met.	
Add - deferred long-term receivables	125,522
Bond issuance costs are expensed in the fund statements, but are recorded as noncurrent assets in the statement of net assets and amortized over the life of the related bonds	
Add - deferred bond charges, net of accumulated amortization	42,094
Certain liabilities, such as bonds payable, are not due and payable in the current period and therefore are not reported in the funds.	
Deduct - bonds and installment notes payable	(22,425,665)
Deduct - accrued interest on bonds payable	(164,890)
Deduct - compensated absences and early retirement incentive	(507,187)
Net assets of governmental activities	<u><u>\$ 3,297,301</u></u>

The accompanying notes are an integral part of these financial statements.

# BIG RAPIDS PUBLIC SCHOOLS

## Statement of Revenue, Expenditures and Changes in Fund Balances Governmental Funds For the Year Ended June 30, 2008

	<u>General</u>	<u>1999 Debt</u>	<u>Nonmajor Governmental Funds</u>	<u>Total</u>
<b>Revenue</b>				
Local sources	\$ 4,745,391	\$ 3,054,203	\$ 514,494	\$ 8,314,088
State sources	11,261,743	-	45,412	11,307,155
Federal sources	629,349	-	624,556	1,253,905
	<u>16,636,483</u>	<u>3,054,203</u>	<u>1,184,462</u>	<u>20,875,148</u>
<b>Expenditures</b>				
Current:				
Instruction	10,416,146	-	-	10,416,146
Supporting services	5,943,996	-	-	5,943,996
Community services	27,988	-	-	27,988
Athletics	-	-	326,236	326,236
Food services	-	-	1,152,312	1,152,312
Debt service:				
Principal	69,416	2,028,273	-	2,097,689
Interest	155,335	1,138,082	-	1,293,417
Capital outlay	14,538	-	155,312	169,850
	<u>16,627,419</u>	<u>3,166,355</u>	<u>1,633,860</u>	<u>21,427,634</u>
Revenue over (under) expenditures	<u>9,064</u>	<u>(112,152)</u>	<u>(449,398)</u>	<u>(552,486)</u>
<b>Other financing sources (uses)</b>				
Transfers in	-	68,800	245,988	314,788
Transfers out	(314,788)	-	-	(314,788)
Issuance of long-term debt	77,530	-	-	77,530
	<u>(237,258)</u>	<u>68,800</u>	<u>245,988</u>	<u>77,530</u>
Net changes in fund balances	(228,194)	(43,352)	(203,410)	(474,956)
Fund balances, beginning of year	<u>312,202</u>	<u>589,619</u>	<u>272,468</u>	<u>1,174,289</u>
<b>Fund balances, end of year</b>	<u><u>\$ 84,008</u></u>	<u><u>\$ 546,267</u></u>	<u><u>\$ 69,058</u></u>	<u><u>\$ 699,333</u></u>

The accompanying notes are an integral part of these financial statements.

**BIG RAPIDS PUBLIC SCHOOLS**  
**Reconciliation of the Statement of Revenue, Expenditures**  
**and Changes in Fund Balances of Governmental Funds**  
**to the Statement of Activities**  
**For the Year Ended June 30, 2008**

Net changes in fund balances - governmental funds	\$ (474,956)
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Amounts reported for *governmental activities* in the statement of activities are different because:

Long-term receivables are reported as revenue when earned on the statement of activities while the governmental funds report these balances as revenue when the availability criterion for revenue recognition is met.

Deduct - decrease in deferred long-term receivables	(24,838)
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Governmental funds report capital outlays as expenditures. However, in the statement of activities, the cost of those assets is allocated over their estimated useful lives and reported as depreciation expense.

Add - capital outlay	293,941
Deduct - depreciation expense	(848,579)

Bond proceeds provide current financial resources to governmental funds in the period issued, but issuing bonds increases long-term liabilities in the statement of net assets. Repayment of bond principal is an expenditure in the governmental funds, but is recorded as a reduction in bonds payable on the government-wide statements.

Add - principal payments on long-term liabilities	2,097,689
Add - net decrease in accrued interest payable on Michigan School Bond Loan Fund	34,719
Deduct - issuance of long-term debt	(77,530)
Deduct - amortization of bond issuance costs	(2,806)

Some expenses reported in the statement of activities do not require the use of current financial resources and therefore are not reported as expenditures in the funds.

Add - decrease in accrued interest payable on bonds	4,955
Deduct - increase in the accrual for compensated absences and early retirement incentive	(163,397)

Change in net assets of governmental activities	\$ <u>839,198</u>
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The accompanying notes are an integral part of these financial statements.

**BIG RAPIDS PUBLIC SCHOOLS**  
**Statement of Revenue, Expenditures**  
**and Changes in Fund Balance - Budget and Actual**  
**General Fund**  
**For the Year Ended June 30, 2008**

	<b>Budget</b>			<b>Variance with Final Budget</b>
	<b>Original</b>	<b>Amended</b>	<b>Actual</b>	
<b>Revenue</b>				
Local sources	\$ 4,476,425	\$ 4,826,369	\$ 4,745,391	\$ (80,978)
State sources	11,756,207	11,266,348	11,261,743	(4,605)
Federal sources	627,074	667,783	629,349	(38,434)
Total revenue	16,859,706	16,760,500	16,636,483	(124,017)
<b>Expenditures</b>				
Current:				
Instruction	10,292,028	10,303,387	10,416,146	112,759
Supporting services	5,950,670	5,975,550	5,943,996	(31,554)
Community services	57,220	44,775	27,988	(16,787)
Debt service:				
Principal	65,000	50,000	69,416	19,416
Interest	155,000	155,000	155,335	335
Capital outlay	15,000	15,000	14,538	(462)
Total expenditures	16,534,918	16,543,712	16,627,419	83,707
Revenue over (under) expenditures	324,788	216,788	9,064	(207,724)
<b>Other financing sources (uses)</b>				
Transfers out	(324,788)	(324,788)	(314,788)	10,000
Issuance of long-term debt	-	78,000	77,530	(470)
Total other financing sources (uses)	(324,788)	(246,788)	(237,258)	9,530
Net changes in fund balance	-	(30,000)	(228,194)	(198,194)
Fund balance, beginning of year	312,202	312,202	312,202	-
<b>Fund balance, end of year</b>	<b>\$ 312,202</b>	<b>\$ 282,202</b>	<b>\$ 84,008</b>	<b>\$ (198,194)</b>

The accompanying notes are an integral part of these financial statements.

**BIG RAPIDS PUBLIC SCHOOLS**  
**Statement of Fiduciary Assets and Liabilities**  
**Agency Funds**  
**June 30, 2008**

**Assets**

Cash and cash equivalents	<u>\$ 192,627</u>
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**Liabilities**

Due to student groups	\$190,070
Withholdings payable	<u>2,557</u>

<b>Total liabilities</b>	<u><u>\$ 192,627</u></u>
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The accompanying notes are an integral part of these financial statements.

# **BIG RAPIDS PUBLIC SCHOOLS**

## **Notes to Financial Statements**

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### **1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES**

A summary of the significant accounting policies of Big Rapids Public Schools (the “District”) consistently applied in the preparation of the accompanying financial statements follows.

#### ***The Reporting Entity***

As required by generally accepted accounting principles, these financial statements present the reporting entity of Big Rapids Public Schools. The criteria identified in GASB Statements 14 and 39, including financial accountability, have been utilized when identifying the District reporting entity which includes no component units.

#### ***Government-wide and Fund Financial Statements***

The government-wide financial statements (i.e., the statement of net assets and the statement of activities) report information on all of the nonfiduciary activities of the primary government. For the most part, the effect of interfund activity has been removed from these statements. *Governmental activities*, which normally are supported by taxes and intergovernmental revenues, are reported separately from *business-type activities*, which rely to a significant extent on fees and charges for support. The District had no *business-type activities* during the year ended June 30, 2008.

The statement of activities demonstrates the degree to which the direct expenses of a given function or segment are offset by program revenues. *Direct expenses* are those that are clearly identifiable with a specific function or segment. *Program revenues* include 1) charges to customers or applicants who purchase, use, or directly benefit from goods, services, or privileges provided by a given function or segment and 2) grants and contributions that are restricted to meeting the operational or capital requirements of a particular function or segment. Taxes and other items not properly included among program revenues are reported instead as *general revenues*.

Separate financial statements are provided for governmental funds and fiduciary funds even though the latter are excluded from the government-wide financial statements.

Major individual governmental funds are reported as separate columns in the fund financial statements.

#### ***Measurement Focus, Basis of Accounting, and Financial Statement Presentation***

The government-wide financial statements are reported using the *economic resources measurement focus* and the *accrual basis of accounting*. Agency funds also use the accrual basis of accounting, but do not have a measurement focus. Revenues are recorded when earned and expenses are recorded when a liability is incurred, regardless of the timing of related cash flows. Property taxes are recognized as revenues in the year for which they are levied. Grants and similar items are recognized as revenue as soon as all eligibility requirements imposed by the provider have been met.

Governmental fund financial statements are reported using the *current financial resources measurement focus* and the *modified accrual basis of accounting*. Revenues are recognized as soon as they are both measurable and available. Revenues are considered to be *available* when they are collectible within the current period or soon enough thereafter to pay liabilities of the current period. For this purpose, the government considers revenues to be available if they are collected within 60 days of the end of the current fiscal period. Expenditures generally are recorded when a liability is incurred, as under accrual accounting. However, debt service expenditures, as well as expenditures related to compensated absences and claims and judgments, are recorded only when payment is due.

# **BIG RAPIDS PUBLIC SCHOOLS**

## **Notes to Financial Statements**

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Property taxes, expenditure driven grant revenue and interest associated with the current fiscal period are all considered to be susceptible to accrual and so have been recognized as revenues of the current fiscal period. All other revenue items are considered to be measurable and available only when cash is received by the district.

The District reports the following major governmental funds:

The *general fund* is the District's primary operating fund. It accounts for all financial resources of the general government, except those required to be accounted for in another fund.

The *1999 debt fund* accounts for the accumulation of resources which are restricted for the payment of the 1999 bonds and the Michigan School Bond Loan Fund debt payments each year.

Additionally, the government reports the following fund types:

The *special revenue funds* account for assets which are restricted for specific purposes.

The *debt service fund* accounts for the accumulation of resources which are restricted for the payment of principal and interest on bonds.

The *capital projects fund* accounts for the expenditure of proceeds from long-term debt.

The *fiduciary funds* account for resources held for student activities and payroll taxes and benefits.

Private sector standards of accounting and financial reporting issued prior to December 1, 1989, generally are followed in the government-wide financial statements to the extent that those standards do not conflict with or contradict guidance of the Governmental Accounting Standards Board.

Amounts reported as program revenues include 1) charges to customers or applicants for goods, services, or privileges provided, 2) operating grants and contributions, and 3) capital grants and contributions. Internally dedicated resources are reported as general revenues rather than as program revenues. Likewise, general revenues include all taxes, unrestricted grants and interest income.

When both restricted and unrestricted resources are available for use, it is the government's policy to use restricted resources first, then unrestricted resources as they are needed.

The effect of interfund activity has been eliminated from the government-wide financial statements.

### **Budgets and Budgetary Accounting**

The District follows these procedures in establishing the budgetary data as reflected in the financial statements.

Budgets are adopted for general and special revenue funds as required by state law and are adopted on a basis consistent with generally accepted accounting principles (GAAP). The District considers the debt service schedule to be an adequate budgetary control for debt service funds. The District follows these procedures in establishing the budgetary data reflected in the financial statements:

1. The Superintendent submits to the Board a proposed operating budget for the fiscal year commencing the following July 1.
2. Public hearings are conducted to obtain taxpayer comments.
3. The budget is legally enacted through passage of a resolution.

# **BIG RAPIDS PUBLIC SCHOOLS**

## **Notes to Financial Statements**

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4. Formal budgetary integration is employed as a management control device during the year for all governmental funds.
5. Adoption and amendments of all budgets used by the District are governed by Public Act 621, which was followed for the year ended June 30, 2008. Expenditures may not exceed appropriations at the function level. The appropriations resolutions are based on the projected expenditures budget of the department heads of the District. Any amendment to the original budget must meet the requirements of Public Act 621. Any revisions that alter the total expenditures at the functional level must be approved by the District Board.

Appropriations lapse at year-end and amounts may be reappropriated for expenditures to be incurred in the following fiscal year.

### **Property Taxes**

Property taxes are recognized as revenue in the General and Debt Service funds on a levy year basis. The 2007 levy amounts are recognized as current property tax revenue to the extent that they are collected during the year or within sixty days after year end. Collections of delinquent taxes in subsequent years are recognized as property tax revenues. Property taxes are levied July 1 on the assessed valuation of property located in the District as of the preceding December 31, the lien date. Assessed values are established annually by the various governmental units within the District and are equalized by the State of Michigan.

### **Cash and Cash Equivalents**

The District considers all highly liquid investments with an original maturity of three months or less to be cash and cash equivalents.

### **Investments**

The District's investments consist of money market mutual funds and certificates of deposit with local financial institutions. Investments are stated at fair value.

Michigan law authorizes the District to deposit and invest in:

- a. Bonds, bills, or notes of the United States; obligations, the principal and interest of which are fully guaranteed by the United States; or obligations of the State. In a primary or fourth class school district, the bonds, bills or notes shall be payable at the option of the holder upon not more than 90 days notice or, if not so payable, shall have maturity dates not more than 5 years after the purchase dates.
- b. Certificates of deposits issued by a State or national bank, savings accounts of a state or federal savings and loan association, or certificates of deposit or share certificates of a state or federal credit union organized and authorized to operate in this State.
- c. Commercial paper rated prime at the time of purchase and maturing not more than 270 days after the date of purchase.
- d. Securities issued or guaranteed by agencies or instrumentalities of the United States, United States government or federal agency obligation repurchase agreements, and bankers' acceptance issued by a bank that is a member of the federal deposit insurance corporation.

# **BIG RAPIDS PUBLIC SCHOOLS**

## **Notes to Financial Statements**

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- e. Mutual funds composed entirely of investment vehicles that are legal for direct investment by a school district.
- f. Investment pools, as authorized by the surplus funds investment pool act, composed entirely of instruments that are legal for direct investment by a school district.

### **Inventories**

Inventories consist of office and food service supplies. Inventories are stated at cost (first-in, first-out). United States Department of Agriculture Commodities inventory received by the Food Service Fund is recorded as inventory and liabilities until used.

### **Prepays**

Payments to vendors for services that will benefit periods beyond a fund's fiscal year-end are recorded as prepaid items in both government-wide and fund financial statements.

### **Capital Assets**

Capital assets, which include property and equipment, are reported in the governmental activities column in the government-wide financial statements. Capital assets are defined by the government as assets with an initial, individual cost of more than \$5,000 and an estimated useful life in excess of two years. Such assets are recorded at historical cost or estimated historical cost if purchased or constructed. Donated capital assets are recorded at estimated fair value at the date of donation.

The costs of normal maintenance and repairs that do not add to the value of the asset or materially extend assets lives are not capitalized.

Major outlays for capital assets and improvements are capitalized as projects are constructed. Capital assets of the primary government are depreciated using the straight line method over the following estimated useful lives:

<b><u>Assets</u></b>	<b><u>Years</u></b>
Buildings and improvements	20-50
Furniture and equipment	5-20
Buses and other vehicles	5-10

# **BIG RAPIDS PUBLIC SCHOOLS**

## **Notes to Financial Statements**

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### **Salaries Payable and Accrued Employee Benefits**

A liability is recorded at June 30 for those amounts owed to teachers and other employees of the District who do not work during the summer when school is not in session but have elected to have their salaries paid over an entire year. This has the effect of properly charging their salaries to expenditures in the fiscal year in which their services are received, even though they are not paid until July and August of the following fiscal year.

The liability for accrued retirement and the employer share of FICA related to the salaries payable has been recorded as has the liability for employee health insurances for the months of July and August. The District pays these insurances for this period as a part of the compensation for services rendered in the preceding school year.

### **Compensated Absences**

Most employees of the District are compensated for leaves of absences chargeable to sick days. Each school year, the covered employees are credited with a number of sick days and any unused portion of such allowances can accumulate. Upon retirement, those employees who meet certain age and years of service requirements will be paid for a portion of sick days accumulated to a maximum number of days and at a rate determined by their job category.

The liability for the sick leave has been computed using the vesting method in accordance with Governmental Accounting Standards Board Statement No. 16, in which leave amounts for both employees who are currently eligible to receive termination payments and other employees who are expected to become eligible in the future to receive such payments upon termination are included. This liability is shown on the statement of net assets.

### **Long-term Obligations**

In the government-wide financial statements, long-term debt and other long-term obligations are reported as liabilities in the governmental activities statement of net assets.

In the fund financial statements, governmental funds types recognize bond premiums and discounts, as well as bond issuance costs, during the current period. The face amount of debt issued is reported as other financing sources. Premiums received on debt issuances are reported as other financing sources while discounts on debt issuances are reported as other financing uses. Issuance costs, whether or not withheld from the actual debt proceeds received, are reported as debt service expenditures.

### **Reserves and Designations of Fund Balance/Restricted Net Assets**

Reservations of fund balance are established to identify (1) third party claims against resources of the entity that have not materialized as liabilities at the balance sheet date, or (2) the existence of assets that, because of their nonmonetary nature or lack of liquidity, represent financial resources not available for current appropriation or expenditure, or (3) the existence of assets that are legally restricted to a future use.

Restricted net assets represent assets which are legally restricted by outside parties or enabling legislation.

# **BIG RAPIDS PUBLIC SCHOOLS**

## **Notes to Financial Statements**

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### **Durant Related Issues**

Under Public Act 142 of 1997, enacted in November 1997 as part of the *Durant* Resolution Package, school districts and intermediate school districts were offered settlement amounts to settle, compromise, and resolve, in their entirety, any potential claims they may have asserted for violations of section 29, Article IX, of the constitution through September 30, 1997, which were similar to the claims asserted by the plaintiffs in the *Durant v. State of Michigan* case. To be eligible to receive its offer of settlement amount, the non-plaintiff district needed to adopt and submit to the State Treasurer a waiver resolution, in the form set forth in Public Act 142 of 1997, waiving any potential claims through September 30, 1997.

Settlement amounts were based on the formula used to determine amounts owed to *Durant* plaintiffs. Half the settlement amount was to be received in ten annual payments; *the other half was received in a lump sum by participating in a special bonding program offered through the Michigan Municipal Bond Authority (MMBA)* or in fifteen annual payments. Big Rapids Public Schools elected to participate in the special bonding program.

Districts electing to bond under the Durant settlement received a lump sum amount (bond proceeds) on November 24, 1998. This created a liability which will be reduced each year with an annual state appropriation made for debt service on the bonds. The annual State of Michigan appropriation is the only revenue source for making the annual debt service payment on the bonds. If the legislature fails to appropriate the funds, the district is under no obligation for payment. Additionally, the bond documentation states specifically that the Bonds shall not be in any way a debt or liability of the State of Michigan. This liability and a related asset has been booked on the statement of net assets. Annual appropriations from the State are recorded in the Durant Debt Service Fund along with the payment of the interest and principal of the bonds.

The original bond proceeds were recorded in the Durant Construction Fund and expended for purposes specified in Section 1351a of the Revised School Code.

### **Use of Estimates**

The preparation of financial statements in conformity with generally accepted accounting principles requires management to make estimates and assumptions that affect certain reported amounts and disclosures. Accordingly, actual results could differ from those estimates.

### **Interfund Transactions**

During the course of normal operations, the District has numerous transactions between funds, including expenditures and transfers of resources to provide services, construct assets, and service debt. The accompanying financial statements generally reflect such transactions as transfers. Operating subsidies are also recorded as transfers. The amounts recorded as subsidies or advances are determined by the District.

## **2. STATE OF MICHIGAN SCHOOL AID**

The District reports State of Michigan school aid in the fiscal year in which the District is entitled to the revenue as provided by State of Michigan School aid appropriation acts. State funding provided 68% of general fund revenue to the District during the 2008 fiscal year.

# BIG RAPIDS PUBLIC SCHOOLS

## Notes to Financial Statements

### 3. DEFICIT NET ASSETS

At June 30, 2008, the District had an unrestricted deficit net assets of \$386,587 for governmental activities. Net assets (which are positive in total) include restrictions for amounts invested in capital assets, net of related debt, and restrictions for food service, capital outlay, and debt service purposes.

### 4. EXCESS OF EXPENDITURES OVER APPROPRIATIONS IN BUDGETARY FUNDS

During the year ended June 30, 2008 the District incurred expenditures in certain budgetary funds which were in excess of the amounts appropriated, as follows:

	<u>Total Appropriations</u>	<u>Amount of Expenditures</u>	<u>Budget Variance</u>
General Fund			
Instruction	\$10,303,387	\$10,416,146	\$112,759
Principal	50,000	69,416	19,416
Interest expense	155,000	155,335	335
Food Service Fund – supporting services	1,124,900	1,148,407	23,507

### 5. CASH AND INVESTMENTS

The captions on the financial statements relating to cash and cash equivalents are as follows:

	<u>Governmental Activities</u>	<u>Fiduciary Funds</u>	<u>Total</u>
Cash and cash equivalents	\$3,834,325	\$192,627	\$4,026,952
Investments	12,247	-	12,247
<b>Total cash and cash equivalents and investments</b>	<b><u>\$3,846,572</u></b>	<b><u>\$192,627</u></b>	<b><u>\$4,039,199</u></b>
Checking and savings accounts			\$3,946,267
Certificates of deposit (due within one year)			79,615
Investments			12,247
Cash on hand			1,070
			<b><u>\$4,039,199</u></b>

These deposits are in four (4) financial institutions located in Michigan. State policy limits the District's investing options to financial institutions located in Michigan. All accounts are in the name of the District and a specific fund or common account. They are recorded in District records at fair value.

The District chooses to disclose its investments by specifically identifying each. As of year end, the District had the following investment:

<u>Investment</u>	<u>Maturity</u>	<u>Fair Value</u>	<u>Rating</u>
Mutual Fund			
MILAF Plus – Cash Management Funds	N/A	\$12,247	S&P AAAm

# BIG RAPIDS PUBLIC SCHOOLS

## Notes to Financial Statements

### *Investment and deposit risk*

*Interest Rate Risk.* State law limits the allowable investments and the maturities of some of the allowable investments as identified in Note 1 of the summary of significant accounting policies. The District's investment policy does not have specific limits in excess of state law on investment maturities as a means of managing its exposure to fair value losses arising from increasing interest rates. The maturity dates for each investment are identified above for investments held at year end.

*Credit Risk.* State law limits investments to specific government securities, certificates of deposits and bank accounts with qualified financial institutions, commercial paper with specific maximum maturities and ratings when purchased, bankers acceptances of the District's specific financial institutions, qualified mutual funds and qualified external investment pools as identified in Note 1 (summary of significant accounting policies). The District's investment policy does not have specific limits in excess of state law on investment credit risk. The ratings for each investment are identified above for investments held at year end.

*Custodial Credit Risk – Deposits.* Custodial credit risk is the risk that in the event of a bank failure, the District's deposits may not be returned. The District minimizes this risk by pre-qualifying the financial institutions, broker/dealers, intermediaries, and advisors to be in compliance with the requirements set forth in the District's investment policy. As of year end, \$4,005,799 of the District's bank balance of \$4,297,593 was exposed to custodial credit risk because it was uninsured and uncollateralized.

*Custodial Credit Risk – Investments.* For an investment, custodial credit risk is the risk that, in the event of the failure of the counterparty, the District will not be able to recover the value of its investments or collateral securities that are in the possession of an outside party. State law does not require and the District does not have a policy for investment custodial credit risk. Of the above mutual fund investments, the District's custodial credit risk exposure cannot be determined because the mutual funds do not consist of specifically identifiable securities.

## 6. CAPITAL ASSETS

A summary of capital assets activity for the year ended June 30, 2008 is as follows:

	<b>Balance July 1, 2007</b>	<b>Additions</b>	<b>Dispositions</b>	<b>Balance June 30, 2008</b>
<b>Governmental activities</b>				
Capital assets not being depreciated:				
Land	\$ 570,602	\$ -	\$ -	\$ 570,602
Construction in progress	1,528,649	-	1,528,649	-
Total capital assets not being depreciated	2,099,251	-	1,528,649	570,602
Depreciable capital assets:				
Buildings and improvements	30,713,156	1,695,961	-	32,409,117
Furniture and equipment	841,414	49,100	-	890,514
Buses and vehicles	1,207,897	77,529	-	1,285,426
Total depreciable capital assets	32,762,467	1,822,590	-	34,585,057

# BIG RAPIDS PUBLIC SCHOOLS

## Notes to Financial Statements

	<b>Balance July 1, 2007</b>	<b>Additions</b>	<b>Dispositions</b>	<b>Balance June 30, 2008</b>
Less accumulated depreciation:				
Buildings and improvements	\$ 7,155,294	\$ 703,131	\$ -	\$ 7,858,425
Furniture and equipment	606,991	95,499	-	702,490
Buses and vehicles	1,016,701	49,949	-	1,066,650
Total accumulated depreciation	8,778,986	848,579	-	9,627,565
Total capital assets being depreciated, net	23,983,481	974,011	-	24,957,492
<b>Governmental activities capital assets, net</b>	<b>\$ 26,082,732</b>	<b>\$ 974,011</b>	<b>\$ (1,528,649)</b>	<b>\$ 25,528,094</b>

Depreciation for the fiscal year ended June 30, 2008 amounted to \$848,579. The District determined that it was impractical to allocate depreciation to the various governmental activities as the assets serve multiple functions.

### 7. INTERFUND BALANCES AND TRANSFERS

Interfund balances primarily reflect balances utilized to facilitate appropriate cash flow for operations. Interfund balances at year-end are summarized as follows:

	<b>Due To Other Funds</b>	<b>Due From Other Funds</b>
<b>Interfund Balances</b>		
General Fund	\$ -	\$ 58,520
Nonmajor Governmental Funds	58,520	-
<b>Total</b>	<b>\$ 58,520</b>	<b>\$ 58,520</b>

Transfers primarily reflect subsidies allocated from the General Fund.

	<b>In</b>	<b>Out</b>
<b>Interfund Transfers</b>		
General Fund	\$ -	\$ 314,788
1999 Debt Service	68,800	
Nonmajor Governmental Funds – Athletics	245,988	-
<b>Total</b>	<b>\$ 314,788</b>	<b>\$ 314,788</b>

# BIG RAPIDS PUBLIC SCHOOLS

## Notes to Financial Statements

### 8. LONG-TERM DEBT

The following is a summary of debt transactions of the District for the year ended June 30, 2008:

	<u>Beginning Balance</u>	<u>Additions</u>	<u>Reductions</u>	<u>Ending Balance</u>	<u>Due Within One Year</u>
General obligation bonds	\$22,068,930	\$ -	\$ 985,000	\$ 21,083,930	\$1,025,000
Installment purchase agreements	171,512	77,530	69,416	179,626	60,217
	<u>22,240,442</u>	<u>77,530</u>	<u>1,054,416</u>	<u>21,263,556</u>	<u>1,085,217</u>
School bond loan fund	2,240,101	93,836	1,171,828	1,162,109	-
Early retirement incentive	140,000	297,860	70,000	367,860	150,000
Compensated absences	<u>203,790</u>	<u>40,965</u>	<u>105,428</u>	<u>139,327</u>	<u>20,899</u>
	<u>\$24,824,333</u>	<u>\$ 510,191</u>	<u>\$2,401,672</u>	<u>\$ 22,932,852</u>	<u>\$1,256,116</u>

Bonds payable at June 30, 2008, are comprised of the following issues:

General Obligation Bonds:

2007 Energy Bonds due in amounts ranging from \$35,000 through \$165,000 plus interest at 4.0% through 2024 \$ 1,720,000

1999 Refunding Bonds due in amounts ranging from \$105,000 through \$1,100,000 plus interest at 3.15 - 4.75% through 2025 (unlimited tax, general obligation) 19,275,000

\* 1998 School Improvement Bonds (Durant Settlement) due in amounts ranging from \$6,641 through \$15,438 plus interest at 4.76% through 2013 88,930

**\$21,083,930**

\* The Durant School Improvement Bonds are serviced from funds made available to Michigan School Districts by an annual appropriation by the Michigan State Legislature. If the Legislature does not appropriate the funding required, the District is not liable to pay the debt service.

# BIG RAPIDS PUBLIC SCHOOLS

## Notes to Financial Statements

Installment purchase agreements at June 30, 2008, are comprised of the following:

Installment Purchase Agreements:	
2003 Installment purchase agreement due in amounts ranging from \$14,735 through \$15,670 plus interest at 3.09% through 2008	\$ 15,670
2003 Installment purchase agreement due in monthly installments of \$2,158 through August 2008, with interest at 7.31%	2,158
2006 Installment purchase agreement due in installments of \$28,089 plus interest at 4.19% through 2011	84,268
2007 Installment purchase agreement due in installments of \$17,440 plus interest at 4.05% through 2012	<u>77,530</u>
	<u><b>\$179,626</b></u>

Annual debt service requirements to maturity for general obligation bonds and installment purchase agreements are as follows:

Year Ended June 30	Principal	Interest	Total
2009	\$ 1,085,217	\$ 981,633	\$ 2,066,850
2010	1,116,749	937,211	2,053,960
2011	1,192,771	889,749	2,082,520
2012	1,256,964	855,688	2,112,652
2013	1,251,855	784,578	2,036,433
2014 – 2018	6,445,000	3,040,926	9,485,926
2019 – 2023	6,515,000	1,476,302	7,991,302
2024 – 2025	<u>2,400,000</u>	<u>165,488</u>	<u>2,565,488</u>
	<u><b>\$21,263,556</b></u>	<u><b>\$9,131,575</b></u>	<u><b>\$30,395,131</b></u>

The School Bond Loan Fund represents amounts borrowed from the State of Michigan School Bond loan program to supplement property tax revenue for making payments on the District's general obligation bonds. Although interest accrues each year, no payment is due until such time as the District's property tax revenue is sufficient to support the Debt Service requirements on the general obligation bonds. Changes to the School Bond Loan Fund for the year ended June 30, 2008, are as follows:

	Principal	Interest	Total
Beginning balance	\$ 2,137,132	\$ 102,969	\$ 2,240,101
Additions	-	93,836	93,836
Deletions	<u>1,043,272</u>	<u>128,556</u>	<u>1,171,828</u>
Ending balance	<u><b>\$ 1,093,860</b></u>	<u><b>\$ 68,249</b></u>	<u><b>\$ 1,162,109</b></u>

Compensated absences and the early retirement incentives are expected to be liquidated by the general fund.

# **BIG RAPIDS PUBLIC SCHOOLS**

## **Notes to Financial Statements**

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### **9. SHORT-TERM DEBT – NOTES PAYABLE**

The District issues state aid notes in advance of state aid collections, depositing the proceeds in its general fund. These notes are necessary because the District must maintain cash on hand for operations, whereas collections from state aid are only received from October through August each year.

Short-term debt activity for the year ended June 30, 2008, was as follows:

	<b>Beginning Balance</b>	<b>Additions</b>	<b>Reductions</b>	<b>Ending Balance</b>
<b>Governmental activities</b>				
State aid anticipation notes	\$3,800,000	\$3,800,000	\$3,800,000	\$3,800,000

The state aid note outstanding at year-end was due on August 20, 2008.

### **10. RISK MANAGEMENT**

The District is exposed to various risks of loss related to torts; theft of, damage to, and destruction of assets; errors and omissions; injuries to employees; and natural disasters. During the year ended June 30, 2008, the District carried commercial insurance for claims. The District has had no settled claims resulting from these risks that exceeded their commercial coverage in any of the past three fiscal years.

### **11. RETIREMENT PLAN**

#### **Plan Description**

The District contributes to the Michigan Public School Employees Retirement System (MPERS), a cost-sharing multiple-employer defined benefit pension plan administered by the State of Michigan Department of Management and Budget, Office of Retirement Systems. MPERS provides retirement, survivor and disability benefits to plan members and beneficiaries. Benefit provisions are established and may be amended by state statute.

The Office of Retirement Systems issues a publicly available financial report that includes financial statements and required supplementary information for MPERS. That report may be obtained by writing to Michigan Public School Employees Retirement System, 7150 Harris Drive, P.O. Box 30026, Lansing, Michigan, 48909 or by calling (517) 322-6000.

#### **Funding Policy**

Member Investment Plan (MIP) members enrolled in MIP prior to January 1, 1990 contribute at a permanently fixed rate of 3.9% of gross wages. Members first hired January 1, 1990 or later contribute at the following graduated permanently fixed contribution rate: 3% of the first \$5,000; 3.6% of \$5,001 through \$15,000; 4.3% of all wages over \$15,000. Basic Plan members make no contributions. The District is required to contribute the full actuarial funding contribution amount to fund pension benefits, plus an additional amount to fund retiree health care benefits on a cash disbursement basis.

# **BIG RAPIDS PUBLIC SCHOOLS**

## **Notes to Financial Statements**

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The current rate as a percentage of covered payroll was 17.74% for July through September and 16.72% for October through June. The contribution requirements of plan members and the District are established by Michigan State statute and may be amended only by action of the State Legislature. The District's contributions to MPSERS for the years ended June 30, 2008, 2007, and 2006, were \$1,581,922, \$1,706,228, and \$1,562,617, respectively, equal to the required contributions for each year.

### **Other Post-employment Benefits**

Retirees have the option of health coverage which is funded on a cash disbursement basis by the employers. The State of Michigan has contracted to provide the comprehensive group medical, hearing, dental and vision coverage for retirees and beneficiaries. All health care benefits are on a self-funded basis. A significant portion of the premium is paid by MPSERS with the balance deducted from the monthly pension.

Pension recipients are eligible for fully paid Master Health Plan coverage and 90% paid Dental Plan, Vision Plan and Hearing Plan coverage with the following exception:

Retirees not yet eligible for Medicare coverage pay an amount equal to the Medicare Part B premiums.

## **12. CONTINGENCIES**

### **Federal Grant Programs**

The District participates in federally assisted grant programs, which are subject to program compliance audits by the grantor or its representatives. Such audits of these programs may be performed at some future date. The amount, if any, of expenditures which may be disallowed by the granting agencies cannot be determined at this time, although the District expects such amounts, if any, not to be material.

## **13. SUBSEQUENT EVENT**

On August 20, 2008, the District borrowed \$1,700,000 in a State Aid Anticipation Note. The note bears interest at 1.70 percent and is due August 20, 2009.

\* \* \* \* \*

**COMBINING AND INDIVIDUAL FUND FINANCIAL  
STATEMENTS AND SCHEDULES**

## **GENERAL FUND**

**BIG RAPIDS PUBLIC SCHOOLS**  
**General Fund**  
**Detailed Schedule of Revenue, Expenditures and Changes in Fund Balance**  
**Budget and Actual**  
**For the Year Ended June 30, 2008**

	<b>Budget</b>		<b>Actual</b>	<b>Variance with Final Budget</b>
	<b>Original</b>	<b>Amended</b>		
<b>Revenue</b>				
Local sources:				
Property taxes	\$ 4,076,581	\$ 4,475,525	\$ 4,516,087	\$ 40,562
Tuition	55,000	55,000	27,395	(27,605)
Interest	110,000	80,000	55,290	(24,710)
Other	234,844	215,844	146,619	(69,225)
Total local sources	4,476,425	4,826,369	4,745,391	(80,978)
State sources:				
State aid - unrestricted	10,685,044	10,261,315	10,289,415	28,100
At-risk	475,092	433,718	432,548	(1,170)
Special education	457,471	452,515	417,380	(35,135)
Preschool grant	138,600	118,800	122,400	3,600
Total state sources	11,756,207	11,266,348	11,261,743	(4,605)
Federal sources:				
Federal aid received through the state -				
Title I - regular	442,756	488,813	544,025	55,212
Title II	154,277	150,790	76,839	(73,951)
Title V	3,261	3,343	3,343	-
Safe and drug free schools	17,780	15,837	-	(15,837)
Other	-	-	1,999	1,999
Federal aid received through intermediate school districts	9,000	9,000	3,143	(5,857)
Total federal sources	627,074	667,783	629,349	(38,434)
<b>Total revenue</b>	<b>16,859,706</b>	<b>16,760,500</b>	<b>16,636,483</b>	<b>(124,017)</b>
<b>Expenditures</b>				
Instruction:				
Basic programs:				
Elementary	3,447,277	3,402,083	3,381,650	(20,433)
Middle school	2,070,881	2,083,448	2,080,258	(3,190)
High school	2,568,149	2,634,288	2,772,388	138,100
Early education	111,971	125,657	122,702	(2,955)
Total basic programs	8,198,278	8,245,476	8,356,998	111,522
Added needs:				
Special education	1,309,242	1,322,584	1,356,349	33,765
Compensatory education	784,508	735,327	702,799	(32,528)
Total added needs	2,093,750	2,057,911	2,059,148	1,237
Total instruction	10,292,028	10,303,387	10,416,146	112,759
Supporting services:				
Pupil services				
Guidance services	573,196	482,231	394,063	(88,168)
Social work services	3,460	-	50,512	50,512
Other pupil services	34,940	34,940	30,935	(4,005)
Total pupil services	611,596	517,171	475,510	(41,661)

(continued)

# BIG RAPIDS PUBLIC SCHOOLS

## General Fund

### Detailed Schedule of Revenues, Expenditures and Changes in Fund Balance

#### Budget and Actual - (Concluded)

For the Year Ended June 30, 2008

	Budget		Actual	Variance with Final Budget
	Original	Amended		
<b>Expenditures (continued)</b>				
Supporting services (continued):				
Instructional staff				
Improvement of instruction	\$ 334,678	\$ 380,029	\$ 357,324	\$ (22,705)
Library	283,642	283,642	264,630	(19,012)
Direction of instruction	-	10,212	10,207	(5)
Other instructional services	18,818	18,818	26,070	7,252
Total instructional staff	637,138	692,701	658,231	(34,470)
General administration				
Board of Education	89,600	89,600	95,764	6,164
Executive administration	231,291	231,291	242,889	11,598
Fiscal services	348,400	357,920	340,079	(17,841)
Total general administration	669,291	678,811	678,732	(79)
School administration				
Elementary and secondary administration	1,136,251	1,094,800	1,083,636	(11,164)
Operation and maintenance	1,785,576	1,826,561	1,842,977	16,416
Security services	30,000	20,000	25,924	5,924
Pupil transportation	613,667	711,155	746,218	35,063
Information services	267,368	267,368	280,620	13,252
Other services	36,713	36,713	36,759	46
Payments to other schools	163,070	130,270	115,389	(14,881)
Total supporting services	5,950,670	5,975,550	5,943,996	(31,554)
Community services	57,220	44,775	27,988	(16,787)
Debt service:				
Principal	65,000	50,000	69,416	19,416
Interest	155,000	155,000	155,335	335
Total debt service	220,000	205,000	224,751	19,751
Capital outlay	15,000	15,000	14,538	(462)
Total expenditures	16,534,918	16,543,712	16,627,419	83,707
Revenue over (under) expenditures	324,788	216,788	9,064	(207,724)
<b>Other financing sources (uses)</b>				
Transfers out	(324,788)	(324,788)	(314,788)	10,000
Issuance of long-term debt	-	78,000	77,530	(470)
Total other financing sources (uses)	(324,788)	(246,788)	(237,258)	9,530
Net changes in fund balance	-	(30,000)	(228,194)	(198,194)
Fund balance, beginning of year	312,202	312,202	312,202	-
<b>Fund balance, end of year</b>	<b>\$ 312,202</b>	<b>\$ 282,202</b>	<b>\$ 84,008</b>	<b>\$ (198,194)</b>

## **NONMAJOR GOVERNMENTAL FUNDS**

**BIG RAPIDS PUBLIC SCHOOLS**  
**Combining Balance Sheet**  
**Nonmajor Governmental Funds**  
**June 30, 2008**

	<u>Special Revenue</u>		<u>Debt Service</u>	<u>Capital Projects</u>	
	<u>Athletics</u>	<u>Food Service</u>	<u>Durant Debt</u>	<u>2007 Energy Bonds</u>	<u>Total</u>
<b>Assets</b>					
Cash and cash equivalents	\$ 27,021	\$ 82,157	\$ -	\$ -	\$ 109,178
Accounts receivable	140	10,579	-	-	10,719
Due from other governments	-	6,730	88,930	-	95,660
Inventory	-	11,324	-	-	11,324
Prepays	-	1,250	-	-	1,250
Total assets	<u>\$ 27,161</u>	<u>\$ 112,040</u>	<u>\$ 88,930</u>	<u>\$ -</u>	<u>\$ 228,131</u>
<b>Liabilities and fund balances</b>					
<b>Liabilities</b>					
Accounts payable	\$ -	\$ 1,680	\$ -	\$ -	\$ 1,680
Accrued expenditures	3,616	1,822	-	-	5,438
Due to other funds	904	57,616	-	-	58,520
Deferred revenue	600	3,905	88,930	-	93,435
Total liabilities	<u>5,120</u>	<u>65,023</u>	<u>88,930</u>	<u>-</u>	<u>159,073</u>
<b>Fund balances</b>					
Reserved for:					
Inventory	-	11,324	-	-	11,324
Prepays	-	1,250	-	-	1,250
Unreserved, undesignated	22,041	34,443	-	-	56,484
Total fund balances	<u>22,041</u>	<u>47,017</u>	<u>-</u>	<u>-</u>	<u>69,058</u>
<b>Total liabilities and fund balances</b>	<u>\$ 27,161</u>	<u>\$ 112,040</u>	<u>\$ 88,930</u>	<u>\$ -</u>	<u>\$ 228,131</u>

**BIG RAPIDS PUBLIC SCHOOLS**  
**Combining Statement of Revenue, Expenditures**  
**and Changes in Fund Balances**  
**Nonmajor Governmental Funds**  
**For the Year Ended June 30, 2008**

	<u>Special Revenue</u>		<u>Debt Service</u>	<u>Capital Projects</u>	
	<u>Athletics</u>	<u>Food Service</u>	<u>Durant Debt</u>	<u>2007 Energy Bonds</u>	<u>Total</u>
<b>Revenue</b>					
Local sources	\$ 75,457	\$ 438,172	\$ -	\$ 865	\$ 514,494
State sources	-	45,412	-	-	45,412
Federal sources	-	624,556	-	-	624,556
Total revenue	<u>75,457</u>	<u>1,108,140</u>	<u>-</u>	<u>865</u>	<u>1,184,462</u>
<b>Expenditures</b>					
Current:					
Athletic activities	326,236	-	-	-	326,236
Food service	-	1,152,312	-	-	1,152,312
Capital outlay	<u>-</u>	<u>-</u>	<u>-</u>	<u>155,312</u>	<u>155,312</u>
Total expenditures	<u>326,236</u>	<u>1,152,312</u>	<u>-</u>	<u>155,312</u>	<u>1,633,860</u>
Revenue under expenditures	(250,779)	(44,172)	-	(154,447)	(449,398)
<b>Other financing sources</b>					
Transfers in	<u>245,988</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>245,988</u>
Net changes in fund balances	(4,791)	(44,172)	-	(154,447)	(203,410)
Fund balances, beginning of year	<u>26,832</u>	<u>91,189</u>	<u>-</u>	<u>154,447</u>	<u>272,468</u>
<b>Fund balances, end of year</b>	<u>\$ 22,041</u>	<u>\$ 47,017</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 69,058</u>

**BIG RAPIDS PUBLIC SCHOOLS**  
**Athletics Fund**  
**Schedule of Revenues, Expenditures and Changes in**  
**Fund Balance - Budget and Actual**  
**For the Year Ended June 30, 2008**

	<b>Budget</b>			<b>Variance with Final Budget</b>
	<b>Original</b>	<b>Amended</b>	<b>Actual</b>	
<b>Revenue</b>				
Local sources:				
Gate receipts	\$ 95,000	\$ 95,000	\$ 75,457	\$ (19,543)
<b>Expenditures</b>				
Supporting services	350,000	350,000	326,236	(23,764)
Revenue under expenditures	(255,000)	(255,000)	(250,779)	4,221
<b>Other financing sources</b>				
Transfers in	255,000	255,000	245,988	(9,012)
Net changes in fund balance	-	-	(4,791)	(4,791)
Fund balance, beginning of year	26,832	26,832	26,832	-
<b>Fund balance, end of year</b>	<b>\$ 26,832</b>	<b>\$ 26,832</b>	<b>\$ 22,041</b>	<b>\$ (4,791)</b>

**BIG RAPIDS PUBLIC SCHOOLS**  
**Food Service Fund**  
**Schedule of Revenue, Expenditures and Changes in**  
**Fund Balance - Budget and Actual**  
**For the Year Ended June 30, 2008**

	<b>Budget</b>			<b>Variance with Final Budget</b>
	<b>Original</b>	<b>Amended</b>	<b>Actual</b>	
<b>Revenue</b>				
Local sources:				
Food sales	\$ 406,500	\$ 406,500	\$ 390,816	\$ (15,684)
Interest	22,000	12,000	11,191	(809)
Other	45,000	45,000	36,165	(8,835)
Total local sources	473,500	463,500	438,172	(25,328)
State sources:				
State aid	44,000	44,000	45,412	1,412
Federal sources:				
Federal aid received through the State	546,000	536,000	550,651	14,651
USDA donated commodities	30,000	30,000	73,905	43,905
Total federal sources	576,000	566,000	624,556	58,556
Total revenue	1,093,500	1,073,500	1,108,140	34,640
<b>Expenditures</b>				
Supporting services	1,124,900	1,124,900	1,152,312	27,412
Net changes in fund balance	(31,400)	(51,400)	(44,172)	7,228
Fund balance, beginning of year	91,189	91,189	91,189	-
<b>Fund balance, end of year</b>	<b>\$ 59,789</b>	<b>\$ 39,789</b>	<b>\$ 47,017</b>	<b>\$ 7,228</b>

## **AGENCY FUNDS**

**BIG RAPIDS PUBLIC SCHOOLS**  
**Combining Statement of Assets and Liabilities**  
**Agency Funds**  
**June 30, 2008**

	<u>Student Activities</u>	<u>Section 125 Fund</u>	<u>Total</u>
<b>Assets</b>			
Cash and cash equivalents	<u>\$ 190,070</u>	<u>\$ 2,557</u>	<u>\$ 192,627</u>
<b>Liabilities</b>			
Due to student groups	\$ 190,070	\$ -	\$ 190,070
Withholdings payable	<u>-</u>	<u>2,557</u>	<u>2,557</u>
<b>Total liabilities</b>	<u>\$ 190,070</u>	<u>\$ 2,557</u>	<u>\$ 192,627</u>



**BIG RAPIDS, MICHIGAN**

**SINGLE AUDIT REPORT**

**FOR THE YEAR ENDED JUNE 30, 2008**



**REHMANN ROBSON**

*Certified Public Accountants*

**BIG RAPIDS PUBLIC SCHOOLS**  
**Single Audit Report**

**Table of Contents**

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	<b><u>PAGE</u></b>
Independent Auditors' Report on Internal Control Over Financial Reporting and on Compliance and Other Matters Based on an Audit of Financial Statements Performed in Accordance with <i>Government Auditing Standards</i>	1-2
Independent Auditors' Report on Compliance with Requirements Applicable to Each Major Program and on Internal Control Over Compliance in Accordance with OMB Circular A-133	3-4
Schedule of Expenditures of Federal Awards	5-6
Notes to Schedule of Expenditures of Federal Awards	7
Schedule of Findings and Questioned Costs	8-10



# REHMANN ROBSON

*Certified Public Accountants*

A member of THE REHMANN GROUP

**INDEPENDENT AUDITORS' REPORT ON INTERNAL CONTROL OVER  
FINANCIAL REPORTING AND ON COMPLIANCE AND OTHER MATTERS BASED  
ON AN AUDIT OF FINANCIAL STATEMENTS PERFORMED IN ACCORDANCE  
WITH GOVERNMENT AUDITING STANDARDS**

November 10, 2008

Board of Education  
Big Rapids Public Schools  
Big Rapids, Michigan

We have audited the financial statements of the governmental activities, each major fund and the aggregate remaining fund information of **Big Rapids Public Schools**, as of and for the year ended June 30, 2008, which collectively comprise Big Rapids Public Schools' basic financial statements and have issued our report thereon dated November 10, 2008. We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States.

**Internal Control Over Financial Reporting**

In planning and performing our audit, we considered Big Rapids Public Schools' internal control over financial reporting as a basis for designing our auditing procedures for the purpose of expressing our opinion on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of Big Rapids Public Schools' internal control over financial reporting. Accordingly, we do not express an opinion on the effectiveness of Big Rapids Public Schools' internal control over financial reporting.

A *control deficiency* exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent or detect misstatements on a timely basis. A *significant deficiency* is a control deficiency, or combination of control deficiencies, that adversely affects the entity's ability to initiate, authorize, record, process, or report financial data reliably in accordance with generally accepted accounting principles, such that there is more than a remote likelihood that a misstatement of the entity's financial statements that is more than inconsequential will not be prevented or detected by the entity's internal control.

A *material weakness* is a significant deficiency, or combination of significant deficiencies, that results in more than a remote likelihood that a material misstatement of the financial statements will not be prevented or detected by the entity's internal control.

Our consideration of the internal control over financial reporting was for the limited purpose described in the first paragraph of this section and would not necessarily identify all deficiencies in internal control that might be significant deficiencies or material weaknesses. We did not identify any deficiencies in internal control over financial reporting that we consider to be material weaknesses, as defined above.

**Compliance and Other Matters**

As part of obtaining reasonable assurance about whether the Big Rapids Public Schools' financial statements are free of material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts and grant agreements, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit and, accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

We noted certain matters that we reported to management of Big Rapids Public Schools in a separate letter dated November 10, 2008.

This report is intended solely for the information and use of management, the Board of Education, federal awarding agencies and pass-through entities and is not intended to be and should not be used by anyone other than these specified parties.

A handwritten signature in black ink, reading "Lehmann Lohman". The signature is written in a cursive style with a large, stylized 'L' at the beginning.



**REHMANN ROBSON**

*Certified Public Accountants*

A member of THE REHMANN GROUP

**INDEPENDENT AUDITORS' REPORT ON COMPLIANCE WITH REQUIREMENTS  
APPLICABLE TO EACH MAJOR PROGRAM AND ON INTERNAL CONTROL OVER  
COMPLIANCE IN ACCORDANCE WITH OMB CIRCULAR A-133**

November 10, 2008

Board of Education  
Big Rapids Public Schools  
Big Rapids, Michigan

**Compliance**

We have audited the compliance of **Big Rapids Public Schools** with the types of compliance requirements described in the *U.S. Office of Management and Budget (OMB) Circular A-133 Compliance Supplement* that are applicable to each of its major federal programs for the year ended June 30, 2008. Big Rapids Public Schools' major federal programs are identified in the summary of auditors' results section of the accompanying schedule of findings and questioned costs. Compliance with the requirements of laws, regulations, contracts and grants applicable to each of its major federal programs is the responsibility of Big Rapids Public Schools' management. Our responsibility is to express an opinion on Big Rapids Public Schools' compliance based on our audit.

We conducted our audit of compliance in accordance with auditing standards generally accepted in the United States of America; the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States; and OMB Circular A-133, *Audits of States, Local Governments, and Non-Profit Organizations*. Those standards and OMB Circular A-133 require that we plan and perform the audit to obtain reasonable assurance about whether noncompliance with the types of compliance requirements referred to above that could have a direct and material effect on a major federal program occurred. An audit includes examining, on a test basis, evidence about Big Rapids Public Schools' compliance with those requirements and performing such other procedures as we considered necessary in the circumstances. We believe that our audit provides a reasonable basis for our opinion. Our audit does not provide a legal determination of Big Rapids Public Schools' compliance with those requirements.

In our opinion, Big Rapids Public Schools complied, in all material respects, with the requirements referred to above that are applicable to each of its major federal programs for the year ended June 30, 2008.

### **Internal Control Over Compliance**

The management of Big Rapids Public Schools is responsible for establishing and maintaining effective internal control over compliance with the requirements of laws, regulations, contracts, and grants applicable to federal programs. In planning and performing our audit, we considered Big Rapids Public Schools' internal control over compliance with the requirements that could have a direct and material effect on a major federal program in order to determine our auditing procedures for the purpose of expressing our opinion on compliance, but not for the purpose of expressing an opinion on the effectiveness of internal control over compliance. Accordingly, we do not express an opinion on the effectiveness of Big Rapids Public Schools' internal control over compliance.

Our consideration of internal control over compliance was for the limited purpose described in the preceding paragraph and would not necessarily identify all deficiencies in the entity's internal control that might be significant deficiencies or material weaknesses as defined below. However, as discussed in the schedule of findings and questioned costs, we identified certain deficiencies in internal control over compliance that we consider to be significant deficiencies.

*A control deficiency* in an entity's internal control over compliance exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent or detect noncompliance with a type of compliance requirement of a federal program on a timely basis. A *significant deficiency* is a control deficiency, or combination of control deficiencies, that adversely affects the entity's ability to administer a federal program such that there is more than a remote likelihood that noncompliance with a type of compliance requirement of a federal program that is more than inconsequential will not be prevented or detected by the entity's internal control. We consider findings 2008-1 and 2008-2 as described in the accompanying schedule of findings and questioned costs to be significant deficiencies in internal control over compliance.

*A material weakness* is a significant deficiency, or combination of significant deficiencies, that results in more than a remote likelihood that material noncompliance with a type of compliance requirement of a federal program will not be prevented or detected by the entity's internal control. Of the significant deficiencies in internal control over compliance described in the accompanying schedule of findings and questioned costs, we consider item 2008-1 to be a material weakness.

### **Schedule of Expenditures of Federal Awards**

We have audited the financial statements of the governmental activities, each major fund and the aggregate remaining fund information of Big Rapids Public Schools as of and for the year ended June 30, 2008, and have issued our report thereon dated November 10, 2008. Our audit was performed for the purpose of forming opinions on the financial statements that collectively comprise Big Rapids Public Schools' basic financial statements. The accompanying schedule of expenditures of federal awards is presented for purposes of additional analysis as required by OMB Circular A-133 and is not a required part of the financial statements. Such information has been subjected to the auditing procedures applied in the audit of the financial statements and, in our opinion, is fairly stated, in all material respects, in relation to the financial statements taken as a whole.

Big Rapids Public Schools' responses to the findings identified in our audit are described in the accompanying schedule of findings and questioned costs. We did not audit Big Rapids Public Schools' responses and, accordingly, we express no opinion on them.

This report is intended solely for the information and use of management, the Board of Education, federal awarding agencies and pass-through entities and is not intended to be and should not be used by anyone other than these specified parties.



**BIG RAPIDS PUBLIC SCHOOLS**  
**Schedule of Expenditures of Federal Awards**  
**For the Year Ended June 30, 2008**

Federal Grantor/Pass-through Grantor/Program Title	CFDA Number	Pass- through Grantor's Number	Approved Grant Award Amount	Accrued (Deferred) Revenue July 1, 2007	Current Year Cash Received
<b>U.S. Department of Agriculture</b>					
<i>Direct program:</i>					
Entitlement Commodities	10.550	2007-2008	\$ 73,905	\$ -	\$ 73,905
Summer Food Service Program for Children	10.559			-	7,554
<i>Passed-through Michigan Department of Education:</i>					
Child Nutrition Cluster:					
National School Lunch - Breakfast	10.553	071970	8,725	-	8,725
National School Lunch - Breakfast	10.553	081970	76,374	-	76,374
				-	85,099
National School Lunch Section 4 All Lunches	10.555	071950	7,892	-	7,892
National School Lunch Section 4 All Lunches	10.555	081950	62,145	-	62,145
National School Lunch Section 11 Free and Reduced	10.555	071960	44,043	-	44,043
National School Lunch Section 11 Free and Reduced	10.555	081960	337,408	-	337,408
National School Lunch Snacks	10.555	071980	787	-	787
National School Lunch Snacks	10.555	081980	5,723	-	5,723
				-	457,998
<b>Total U.S. Department of Agriculture</b>				-	<b>624,556</b>
<b>U.S. Department of Interior</b>					
<i>Passed-through Nawaygo County:</i>					
National Forest	11.000		1,585	-	1,585
<i>Passed-through Mecosta County:</i>					
National Forest	11.000		414	-	414
<b>Total U.S. Department of Interior</b>				-	<b>1,999</b>
<b>U.S. Department of Education</b>					
<i>Passed-through Michigan Department of Education:</i>					
Title I, Part A	84.010	061530-0607	45,000	15,300	15,300
Title I, Part A	84.010	071530-0607	442,756	145,284	145,284
Title I, Part A	84.010	081530-0708	488,813	-	488,813
				160,584	649,397
Drug Free Schools and Communities	84.186	072860-0607	11,514	2,409	2,409
Drug Free Schools and Communities	84.186	062860-0607	6,266	3,904	3,904
				6,313	6,313
Title V	84.298	080250-0708	3,343	-	3,343
Technology Literacy Challenge Grant	84.318	074290-0607	4,545	4,545	4,545
Technology Literacy Challenge Grant	84.318	084290-0708	4,434	-	4,434
				4,545	8,979
Improving Teacher Quality	84.367	070520-0607	149,732	44,920	44,920
Improving Teacher Quality	84.367	080520-0708	127,617	-	127,617
				44,920	172,537
<b>Total U.S. Department of Education</b>				<b>216,362</b>	<b>840,569</b>
<b>U.S. Department of Health and Human Services</b>					
<i>Passed-through Mecosta/Osceola ISD:</i>					
Medicaid Outreach	93.778		3,143	-	3,143
<b>Total of Expenditures of Federal Awards</b>				<b>\$ 216,362</b>	<b>\$ 1,470,267</b>

See accompanying notes to the schedule of expenditures of federal awards.

Expenditures			Accrued (Deferred)
(Memo Only)	Adjustments/ Transfers	Year Ended June 30, 2008	Revenue June 30, 2008
Prior Year(s)			
\$ -	\$ -	\$ 73,905	\$ -
-	-	7,554	-
-	-	8,725	-
-	-	76,374	-
-	-	85,099	-
-	-	7,892	-
-	-	62,145	-
-	-	44,043	-
-	-	337,408	-
-	-	787	-
-	-	5,723	-
-	-	457,998	-
-	-	<b>624,556</b>	-
-	-	1,585	-
-	-	414	-
-	-	<b>1,999</b>	-
45,000	-	-	-
425,756	-	-	-
-	(55,212)	544,025	-
470,756	(55,212)	544,025	-
6,838	-	-	-
6,266	-	-	-
13,104	-	-	-
-	-	3,343	-
4,545	-	-	-
-	(19,750)	24,184	-
4,545	(19,750)	24,184	-
149,732	-	-	-
-	74,962	52,655	-
149,732	74,962	52,655	-
<b>638,137</b>	-	<b>624,207</b>	-
-	-	3,143	-
<b>\$ 638,137</b>	<b>\$ -</b>	<b>\$ 1,253,905</b>	<b>\$ -</b>

**BIG RAPIDS PUBLIC SCHOOLS**  
**Single Audit Report**  
**Notes to Schedule of Expenditures of Federal Awards**

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**NOTE 1 – RECEIPTS AND REVENUE**

Cash received is recorded on the cash basis; expenditures are recorded on the modified accrual basis of accounting. Revenues are recognized when the qualifying expenditures have been incurred and all grant requirements have been met.

The Schedule of Expenditures of Federal Awards has been arranged to provide information on both actual cash received and the revenue recognized. Accordingly, the effects of accruals of accounts receivable, deferred revenue and accounts payable items at both the beginning and end of the fiscal year have been reported.

**NOTE 2 – GRANT EXPENDITURES**

Expenditures are in agreement with amounts reported in the financial statements and the financial reports. The amounts reported on the Grants Section Auditors Report (7120) and the Grant Auditor Report reconcile with this schedule.

Expenditures are reported on the Schedule of Expenditures of Federal Awards for all active awards. Accordingly, the Schedule presents expenditures for the current year grant which remains active beyond the end of the fiscal year because of the accounts receivable, deferred revenue, or accounts payable items.

**NOTE 3 – TRANSFER OF GRANT FUNDS**

In accordance with the Elementary and Secondary Education Act (ESEA), \$55,212 and \$19,750 of the Improving Teach Quality grant funds were transferred to the Title I, Part A program and Technology Literacy Challenge Grant, respectively.

**BIG RAPIDS PUBLIC SCHOOLS**  
**Schedule of Findings and Questioned Costs**  
**For the Year Ended June 30, 2008**

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**SECTION I – SUMMARY OF AUDITORS’ RESULTS**

***Financial Statements***

Type of auditors’ report issued: *Unqualified*

Internal controls over financial reporting:

Material weakness(es) identified?	<u>          </u> yes	<u>    x    </u> no
Significant deficiency(ies) identified not considered to be material weaknesses?	<u>          </u> yes	<u>    x    </u> none reported

Noncompliance material to financial statements noted?

	<u>          </u> yes	<u>    x    </u> no
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***Federal Awards***

Internal Control over major programs:

Material weakness(es) identified?	<u>    x    </u> yes	<u>          </u> no
Significant deficiency(ies) identified not considered to be material weaknesses?	<u>    x    </u> yes	<u>          </u> none reported

Type of auditors’ report issued on compliance for major programs: *Unqualified*

Any audit findings disclosed that are required to be reported in accordance with Circular A-133, Section 510(a)?

<u>          </u> yes	<u>    x    </u> no
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***Identification of Major Programs***

<b><i>CFDA Number(s)</i></b>	<b><i>Name of Federal Program or Cluster</i></b>
84.010	Title I, Part A

Dollar threshold used to distinguish between Type A and Type B programs:

<u>    \$ 300,000    </u>
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Auditee qualified as low-risk auditee?

<u>    x    </u> yes	<u>          </u> no
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**BIG RAPIDS PUBLIC SCHOOLS**  
**Schedule of Findings and Questioned Costs**  
**For the Year Ended June 30, 2008**

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**SECTION II – FINANCIAL STATEMENT FINDINGS**

None noted

**SECTION III – FEDERAL AWARD FINDINGS AND QUESTIONED COSTS**

**2008-1 – Cash Management**  
**84.010 Title I, Part A**

Criteria:	OMB Circular A-133 requires that draw downs for grants funded on a reimbursement basis be made only after the related cash disbursements have been made.
Condition/Finding:	During the year ended June 30, 2008, the District requested and received funds through the Title I, Part A grant that at times exceeded the actual expenditures to date related to that program.
Cause:	This condition appears to represent a failure in the operation of the District's stated internal control policy, which requires compliance with OMB Circular A-133.
Effect:	During the year, the District was, at times, in receipt of excess cash of up to \$48,438. Eligible expenditures were eventually incurred, and the District had no excess cash on hand at year-end.
Recommendation/Comment:	The District should uniformly enforce its existing policy to not draw down funds in excess of actual expenditures at any point in time for grants that are administered on a reimbursement basis.
View of Responsible Officials:	The District has reviewed its existing policy and directed the appropriate staff to ensure compliance with the policy directive to draw down grant funds based on general ledger expenditures when funded on a reimbursement basis.

**2008-2 – Documentation of Payroll Costs**  
**84.010 Title I, Part A**

Criteria:	Personnel charges to federal programs (such as Title I, Part A) must be documented for co-funded and 100% funded staff in compliance with OMB Circular A-87, Attachment B, Item 8h.
Condition/Finding:	The District based the allocation of salary costs of the Curriculum Director on a pre-determined budgeted percentage. While the District was subsequently able to provide supporting documentation for the actual personnel costs incurred, during the year, this information was not accumulated until requested for the audit.
Cause:	This condition was caused by a management oversight in the documentation requirements for co-funded personnel.

**BIG RAPIDS PUBLIC SCHOOLS**  
**Schedule of Findings and Questioned Costs**  
**For the Year Ended June 30, 2008**

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**2008-2 – Documentation of Payroll Costs (Continued)**

Effect:	During the year, the District lacked controls over the accumulation of supporting documentation for personnel costs charged to the Title I grant. This exposed the District to the risk that costs reported for reimbursement could exceed actual expenditures, resulting in disallowed costs.
Questioned cost:	No costs were questioned as a result of this finding inasmuch as the District was ultimately able to produce detailed information (in the form of daily planner notes, staff meetings, and relevant training events) concerning time spent by the Curriculum Director on Title I activities sufficient to cover the amount of costs reported
Recommendation/Comment:	We recommend that the District review the requirements of OMB Circular A-87 for charging salaries and related benefits of co-funded individuals, and ensure that the District's procedures are in compliance.
View of Responsible Officials:	The District will have its Curriculum Director keep detailed time budgets of her hours, by cost objective. This data will be compared to actual charges monthly and any necessary adjustments will be made.

**SECTION IV – SUMMARY OF PRIOR AUDIT FINDINGS**

None noted

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**REHMANN ROBSON**

*Certified Public Accountants*

A member of **THE REHMANN GROUP**

November 10, 2008

To the Board of Education  
Big Rapids Public Schools  
Big Rapids, Michigan

We have audited the financial statements of the governmental activities, each major fund, and the aggregate remaining fund information of **Big Rapids Public Schools** (the "District") for the year ended June 30, 2008, and have issued our report thereon dated November 10, 2008. Professional standards require that we provide you with the following information related to our audit.

**Our Responsibility Under Auditing Standards Generally Accepted in the United States of America and OMB Circular A-133**

As stated in our engagement letter dated July 18, 2008, our responsibility, as described by professional standards, is to express opinions about whether the financial statements prepared by management with your oversight are fairly presented, in all material respects, in conformity with accounting principles generally accepted in the United States of America. Our audit of the financial statements does not relieve you or management of your responsibilities.

In planning and performing our audit, we considered the District's internal control over financial reporting in order to determine our auditing procedures for the purpose of expressing our opinions on the financial statements and not to provide assurance on the internal control over financial reporting. We also considered internal control over compliance with requirements that could have a direct and material effect on a major federal program in order to determine our auditing procedures for the purpose of expressing our opinion on compliance and to test and report on internal control over compliance in accordance with OMB Circular A-133.

As part of obtaining reasonable assurance about whether the District's financial statements are free of material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts and grants, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit. Also, in accordance with OMB Circular A-133, we examined, on a test basis, evidence about the District's compliance with the types of compliance requirements described in the ***U.S. Office of Management and Budget (OMB) Circular A-133 Compliance Supplement*** applicable to each of its major federal programs for the purpose of expressing an opinion on the District's compliance with those requirements. While our audit provides a reasonable basis for our opinion, it does not provide a legal determination on the District's compliance with those requirements.



### **Planned Scope and Timing of the Audit**

We performed the audit according to the planned scope and timing previously communicated to you in our engagement letter and our meeting about planning matters on July 7, 2008.

### **Significant Audit Findings**

#### *Qualitative Aspects of Accounting Practices*

Management is responsible for the selection and use of appropriate accounting policies. In accordance with the terms of our engagement letter, we will advise management about the appropriateness of accounting policies and their application. The significant accounting policies used by the District are described in Note 1 to the financial statements. No new accounting policies were adopted and the application of existing policies was not changed during the year. We noted no transactions entered into by the governmental unit during the year for which there is a lack of authoritative guidance or consensus. There are no significant transactions that have been recognized in the financial statements in a different period than when the transaction occurred.

Accounting estimates are an integral part of the financial statements prepared by management and are based on management's knowledge and experience about past and current events and assumptions about future events. Certain accounting estimates are particularly sensitive because of their significance to the financial statements and because of the possibility that future events affecting them may differ significantly from those expected. The most sensitive estimates affecting the financial statements were:

- Management's estimate of the useful lives of depreciable capital assets is based on the length of time it is believed that those assets will provide some economic benefit in the future.
- Management's estimate of the accrued compensated absences is based on current hourly rates and policies regarding payment of sick and vacation banks.

We evaluated the key factors assumptions used to develop these estimates in determining that they are reasonable in relation to the financial statements taken as a whole.

#### *Difficulties Encountered in Performing the Audit*

We encountered no significant difficulties in dealing with management in performing and completing our audit.

*Corrected and Uncorrected Misstatements*

Professional standards require us to accumulate all known and likely misstatements identified during the audit, other than those that are trivial, and communicate them to the appropriate level of management. Management has corrected all such misstatements. We passed on an adjustment to beginning net assets of governmental activities relating to the balance of prior year compensated absences payable that were calculated incorrectly. None of the remaining misstatements detected as a result of audit procedures and corrected by management were material, either individually or in the aggregate, to the financial statements taken as a whole.

*Disagreements with Management*

For purposes of this letter, professional standards define a disagreement with management as a financial accounting, reporting, or auditing matter, whether or not resolved to our satisfaction, that could be significant to the financial statements or the auditor's report. We are pleased to report that no such disagreements arose during the course of our audit.

*Management Representations*

We have requested certain representations from management that are included in the management representation letter dated November 10, 2008.

*Management Consultations with Other Independent Accountants*

In some cases, management may decide to consult with other accountants about auditing and accounting matters, similar to obtaining a "second opinion" on certain situations. If a consultation involves application of an accounting principle to the Entity's financial statements or a determination of the type of auditor's opinion that may be expressed on those statements, our professional standards require the consulting accountant to check with us to determine that the consultant has all the relevant facts. To our knowledge, there were no such consultations with other accountants.

*Other Audit Findings or Issues*

We generally discuss a variety of matters, including the application of accounting principles and auditing standards, with management each year prior to retention as the governmental unit's auditors. However, these discussions occurred in the normal course of our professional relationship and our responses were not a condition to our retention.

This information is intended solely for the use of the governing body and management of Big Rapids Public Schools and is not intended to be and should not be used by anyone other than these specified parties.

Very truly yours,

A handwritten signature in black ink, appearing to read "Lehmann Johnson", is written over a light blue horizontal line.

**Big Rapids Public Schools**  
**Comments and Recommendations**  
**For the Year Ended June 30, 2008**

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In planning and performing our audit of the financial statements of Big Rapids Public Schools as of and for the year ended June 30, 2008, in accordance with auditing standards generally accepted in the United States of America, we considered the District's internal control over financial reporting (internal control) as a basis for designing our auditing procedures for the purpose of expressing our opinion on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the District's internal control. Accordingly, we do not express an opinion on the effectiveness of the District's internal control.

Our consideration of internal control was for the limited purpose described in the first paragraph and would not necessarily identify all deficiencies in internal control that might be significant deficiencies or material weaknesses.

A *control deficiency* exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent or detect misstatements on a timely basis. A *significant deficiency* is a control deficiency, or combination of control deficiencies, that adversely affects the entity's ability to initiate, authorize, record, process, or report financial data reliably in accordance with generally accepted accounting principles such that there is more than a remote likelihood that a misstatement of the entity's financial statements that is more than inconsequential will not be prevented or detected by the entity's internal control. The deficiencies we noted that we consider to be significant deficiencies are described in the Schedule of Findings and Questioned Costs in the District's Single Audit report.

A *material weakness* is a significant deficiency, or combination of significant deficiencies, that results in more than a remote likelihood that a material misstatement of the financial statements will not be prevented or detected by the entity's internal control. The deficiencies we noted that we consider to be material weaknesses are described in the Schedule of Findings and Questioned Costs in the District's Single Audit report.

**Other Matters**

*Independent Review of Journal Entries*

During our audit, we noted that certain accounting functions are not routinely reviewed by an independent administrator. For example, certain year-end journal entries are only seen by the employee performing the task. We recommend that the District enhance its internal control by requiring a second administrator to review and initial each of these transactions in the future.

**Big Rapids Public Schools**  
**Comments and Recommendations**  
**For the Year Ended June 30, 2008**

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*Physical Inventory of Capital Assets*

The District has not completed a physical inventory of its capital assets (equipment, furniture, vehicles, etc.) since 2001. We recommend that such an inventory take place to identify whether any capital asset disposals have taken place and not been recorded.

*Athletics Cash Receipts*

During our audit, we noted that there is minimal supporting documentation transmitted with athletics receipts. We recommend that the District keep a register of the number and type of tickets sold during each event which should accompany and be reconciled to the cash received.

*Student Activities Accounts*

The District has in place a policy for student activities account disbursements. In our sample of 15 such disbursements, we noted 5 instances where the purchase order was not signed by the Assistant Superintendent, as required. In all instances, the check registers were initialed by the Assistant Superintendent. We recommend that the District adhere to the policy it has adopted.

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